

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN, NEW DELHI: 110001

File No. 8-121/2014-Accounts-II

Dated: 6th January, 2015

All Directors of ICAR institutes/Bureaus/
Directorates/Centers/ PDs/NRCs/ZPDs/NFBSARA/ASRB/DKMA

Subject: Settlement of old pending items in Bank Reconciliation Statement-regarding

Sir,

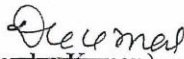
Your kind attention is drawn towards non-settlement of old pending items in Bank Reconciliation Statement (BRS) in ICAR Units reported in Separate Audit Report of ICAR for the year 2011-12, 2012-13 & 2013-14 by DGACE, C&AG. These differences pertained to period from 2003-04 to 2013-14 and were lying as part of differences in BRS and cash book. In many cases, BRS were not received at regular intervals. Some observations are that no timely settlements were made for differences noticed in the BRS, cheques were issued but not presented by the parties and became stale but not taken back in the cash book, credits given by the banks but not accounted in the cash book, cheques/DDs deposited in the bank but not credited by bank and direct debits by banks not taken in accounts. Therefore, accounts compiled are not free from any serious irregularities/omission/errors, possible fraudulent entries etc. due to non-reconciliation.

2. **The Finance Sub-Committee of the Governing Body of ICAR taking a serious note of the above has decided that the Director of all ICAR Institute should also take a review of BRS and countersign closing of Cash Book on monthly basis to monitor clearance of pending items of BRS.**

3. All the Heads of Finance wings of ICAR Units may comply with the above directives for strict compliance by all concerned.

4. This issues with the approval of the Secretary, DARE & Director General, ICAR.

Yours faithfully,


(Devendra Kumar)
Director (Finance)